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ABSTRACT

This bibliography lists 52 recently published resources for adult basic literacy education (ABLE) and English-as-a-second language (ESL) adult learners. The materials featured were selected from more than 350 books, videos, and computer-assisted instruction programs evaluated by a panel of Pennsylvania ABLE educators. The guide, the fifth in a series of annotated bibliographies of ABLE learner resources developed in Pennsylvania, is divided into eight subject matter units rather than student levels of achievement. The units cover the following topics: life skills, family literacy, vocational skills, mathematics, reading, pre-General Educational Development (GED) and GED, social studies, and writing. Each resource listed is identified as follows: by purpose (academic, vocational, family literacy, life skills); setting (class, tutor, or self-directed); format (core series, basic text, supplemental reference); level (adult literacy, ABE, pre-GED, GED, or multilevel); and skills (critical thinking, grammar, mathematics, reading, social studies, spelling, and vocabulary). A short description is provided for each resource, along with a rating by the evaluators. A bibliography listing 10 teacher resources and learner materials, a list of publishers' addresses, and indexes by publisher and by subject are included. (KC)

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The 1994 ABLE Curriculum Guide: A Resource Listing for ABLE Practitioners

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This publication would not have been possible without the adult education program directors and curriculum specialists who gave generously of their time and expertise as panel members for *The 1994 ABLE Curriculum Guide: A Resource Listing for ABLE Practitioners*. The time commitment necessary for a project of this nature can never be fully covered by the honorarium awarded the review team. Thanks are due to:

Rose Brandt. director of educational planning for The Center for Literacy (CFL), reviewed Family Literacy and Life Skills materials. Brandt, who has a Masters in Education from Antioch University, taught pre-first through 8th grade and ESL in Philadelphia schools and EFL in Columbia, South America, before serving as a counselor and then program director at CFL.

Bonnie Klan, an ABE instructor with the Northwest Tri-County Intermediate Unit's adult education program, reviewed ABE and life skills materials. Klan, a graduate of Edenboro University has a B.S. in elementary education.

Kathie Kline, coordinator of the Region 8 Staff Development Center and consulting admnistrator for the Chester County OIC, Inc., reviewed Pre-GED and GED material. Kline, a consulting editor and mathematics writer for Prentice Hall, has a degree in Secondary Mathematics from Clarion University of Pennsylvania. She previously held positions as an ABE and a GED instructor, and as training director for the Chester County OIC.

Joan Leopold, director of education for Harrisburg State Hospital, reviewed 0-4 literacy resources. Leopold, a graduate of Dickinson College with a B.A. in English and graduate courses in reading, has taught mentally retarded adults. Executive director of the Pennsylvania Association for Adult Continuing Education (PAACE) and PA Adult Educator of the Year for 1986, she ia a member of the governing board of the PA State Coalition for Adult Literacy .

Gerald Valeri, director of federal and state programs and technology consultant for the Altoona Area School District, reviewed all workplace and computer aided instructional (CAI) programs. Valeri holds a masters in mathematics from Shippensburg University and in educational administration from Pennsylvania State University. He was previously an ABE program director, co-authored the 1982-85 Pennsylvania State Plan for Adult Education, and served as chairperson of the PDE State Advisory Council.

We wish to recognize the contributions of the publishers who willingly donated over 250 materials to this review process, and provided extra copies of the resources featured in this publication to Pennsylvania's Clearinghouse AdvancE and our Western Adult Literacy Center. Their timeliness and patient cooperation was gratefully appreciated especially when the project editor needed immediate feedback on current single unit prices before this booklet went to press. Publisher's contact information can be found on page 55.

Special thanks go to Pennsylvania Department of Education's Bureau of ABLE staff and the 353 adisory panel who recognize the fact that regular review of resources is essential in a field that is forever changing to meet the needs of its adult clients as affected by the character of the times.

Additional Copies of this publication are available from:
AdvancE, 11th Floor PDE, 333 Market St., Harrisburg, PA 17126-0333.
Telephone: (800) 992-2283. Out-of-State Phone: (717) 783-9541
or
Western Adult Literacy Center, 5347 William Penn Highway, Gibsonia, PA 15044. Telephone (800) 446-5607. Fax: (412) 443-1310

Introduction

The 1994 ABLE Curriculum Guide is the fifth in a series of annotated bibliographies of adult basic and literacy education (ABLE) learner resources funded by the Pennsylvania Department of Education (PDE) Bureau of ABLE with 353 Special Project monies. Since 1979, over 2000 published materials have been reviewed by a panel of Pennsylvania adult educators with curriculum and staff development expertise and outstanding records in ABLE program management Over the past 15 years, the availability and the range of resources published for adult learners have reflected the changing nature of the field. Where once there was a scant selection of Adult Basic Education (ABE), General Educational Development (GED) and English-as-a-Second-Language (ESL) texts, we now have an abundance of these materials plus basic literacy, family literacy, workplace literacy and coping skills resources. There was also an growing number of videotapes and computer aided instructional (CAI) programs for our reviewers to consider.

A Separate ESL Resource Listing

One of the noticeable features of the 1994 review was the abundance of ESL materials at every level produced in the past five years. To do justice to this material and in recognition of the growing ESL population served by ABLE programs in Pennsylvania and throughout the nation, it was decided to publish The 1994 ABLE Curriculum Guide for ESL Practitioners under separate cover. It must be noted, however, that some of the resources in this ABLE Guide, especially in the area of Readers, are suitable for ESL adults and their listings indicate that they may be used with this population.

Division into Content Areas

Another marked departure from previous years is the separation of this guide into subject matter units rather than student levels of achievement, such as literacy ABE, and GED. There are three reasons this change was made.

1. ABLE practitioners have long realized that, except for prescribed funding purposes, the division of adult learners into across-the-board grade-level categories is out-of-touch with reality. All too often, the adult reading comfortably at a 10th grade level will freeze when encountering a word problem that involves fractions.
2. Volunteer tutors are no longer consigned to working exclusively with adult new readers but are lending their energy and expertise to working one-on-one and in small group situations with adults learning math or preparing for their GED.
3. Publishers have taken the plunge and are turning out core series that are adult in interest level and range from a 3rd to an 8th grade reading level.

Taking all these factors into consideration, it was decided to divide this annotated listing of ABLE resources into the following eight units: Life Skills, Family Literacy, Vocational Skills, Math, Reading, Pre-GED and GED, Social Studies, and Writing.

The term Vocational Skills was chosen because most of the materials listed under this heading are more appropriate in an employability or job preparation class than as the curricula in a workplace literacy program.

Review of ABLE Resources

Any evaluation of ABLE resources must take into account the diverse interests and needs of adult learners.

Who are ABLE participants?

The answer to that question is far more complex that it was ten years ago. There is the high school dropout, now 24 and unable to get a job, and the 45-year-old employee faced with losing his job unless he upgrades his workplace skills. There are homeless families who realize the only way out of the shelter is through education and prison inmates who see the GED as a positive step toward parole. There are teenage mothers who need parenting skills, middle-aged homemakers who need vocational and life skills, and the elderly who now have the time to achieve their lifetime goal of earning a high school diploma. Each is a unique profile of needs and strengths, academic and life skill goals. Together, with assistance from an empowering teacher or tutor they can become a powerful learning community.

What are the best materials for ABLE participant?

In scanning the various catalogs and reviewing the materials recommended by the ABLE panel, it soon became clear that practitioners now have the advantage of selecting from among a wide assortment of published resources. The selections in this book are the result of careful screening but should not be considered comprehensive by any means. The bibliography on page 8 provides a listing of additional resources. Nor should we forget that some of the very best material has been developed or tailored by ABLE tutors and teachers to meet specific individual or class needs. *The **best** book is the one that **best** matches the adult learner's interests, needs and learning modality.*

Explanation of Ratings

Each of the resources selected for this guide from among numerous materials considered scored highly on the criteria listed on page six and explained below.

Goals and Objectives — **15 points** (HPS - Highest possible score)

A good book has a purpose. It knows where its going and how to get there through a well-planned scope, sequence, and content. Its goals and objectives are clearly stated and defined so that the instructor and, in the best of books, the student are aware of both learning target and anticipated outcome. Suggestions for pre-assessment and post-assessment are included so that placement is accurate and progress can be measured.

Validity of Construction — **9 points** HPS

Are the authors of the books qualified both in terms of experience working with their subject matter and with adults? The best material has been field tested in the target setting and refined to fit the audience.

Content of Materials — **24 points** HPS

Is the content sequential in difficulty? Is their consistency in format and approach throughout the units? Skills should be introduced, developed fully in explanation, and practiced enough for the student to learn. Content should be taught in great depth to ensure initial mastery of the material. In the best texts, content is recycled and retaught throughout the text because students learn best through multiple treatments of material.

MATERIALS EVALUATION FOR ABLE CURRICULUM GUIDE

I. GENERAL INFORMATION

TITLE:	Copyright Date:
PUBLISHER.	Price:
AUTHOR(S)	Pages:

II. USAGE

III. Recommended as:

IV. FORMAT

0-4		Basic		Workbook			
ESL		Supplementary		Textbook			
ABE		Reference		Teachers' Guide			
PRE-GED		Study Skills		Video Tape			
GED		Coping Skills		Cassette Tape			
Family Literacy		Instructor-Directed		CAI		IBM	APPLE
Workplace Literacy		Self-Directed		COMPUTER TYPE:			

IV. COMMENTS:

Date Received:			
Date Sent to Editor:		YES	NO
Recommended for the 'ABLE CURRICULUM GUIDE			

(This evaluation form was adapted from one supplied by the VCU Adult Education Resource Center.)

ABLE CHECKLIST FOR EVALUATING INSTRUCTIONAL MATERIALS

(Strong = S; Adequate = A; Weak - W; Non-applicable = N/A)

	S	A	W	N/A
GOALS AND OBJECTIVES				
1. Purpose and rationale fully explained				
2. Goals and objectives clearly identified				
3. Content directed to stated goals and objectives				
4. Procedures include ways to determine learner's readiness				
5. Assessment of student achievement included				
VALIDITY				
6. Authors appear to be qualified				
7. Materials have been field-tested				
8. Evaluation of materials used				
CONTENT OF MATERIALS				
9. Concepts well developed and sequentially developed				
10. No confusing and/or conflicting concepts				
11. Skills sequenced, introduced, and reviewed				
12. Major points clearly identified				
13. Audio-visual elements integrated				
14. Reading level is appropriate for learner in this program				
15. Materials can be worked with independently or with minimum help				
16. Content will stimulate and challenge learners				
OBJECTIVITY				
17. Information is factual				
18. No racial, sexual or religious bias				
19. Portrayal of racial, religious, and ethnic groups builds understanding, appreciation, & acceptance				
COMPONENTS AND ORGANIZATION				
20. Materials are not too large, bulky, or complex				
21. Materials are relatively easy to use				
22. Materials are well designed and packaged				
23. Materials are reasonably priced				
TEACHER MATERIALS				
24. Adequate teacher guides or manuals provided				
25. Special in-service training is not required				
26 Provision for teacher-learner interaction				
27. Suggestions for related learning activities are included				
28. Suggestions and instructions for meeting needs of learners				
SUMMARY AND RECOMMENDATIONS				
29. Materials would make a meaningful addition to the classroom				
30. Materials do what they are intended to do				
31. I recommend the purchase of these materials	8			

EVALUATOR _____ DATE _____

An additional critical component of a quality resource is respect and empowerment. Not only should topics be interesting, and the work challenging, but the best of books respect the learners' ability and encourage their independence. Tasks and exercises will be explained fully so that learners can could do these at home with little or no teacher guidance. There should be an answer key included in the text to encourage students to move ahead at their own pace and to encourage learning independence.

When students and instructors pick up the material, is it attractive and approachable? *Adult learners need to like the material.*

Objectivity — 9 points HPS

Respect and empowerment for the adult learner go hand-in-hand with recognition of the present role and the past, often overlooked, importance of women and minorities in American society and history.. Respect for the adult learner is evident through the presentation of language, pictures, characters, and underlying philosophy. Empowerment can be seen in the author's presentation of characters that model the adult learners' resources of self and community.

Components and Organization — 12 points HPS

Many adult educators work part time and find themselves limited in the time they can spend on preparation for class. Materials which are well-organized are likely to be used effectively. Therefore, the best materials were clear in their presentation and had each unit organized in a predictable manner.

The advent of good CAI programs calls into question how much money should be spent on such materials. Recognizing that not every ABLE program has computer capability or the funding needed for software, this publication, nevertheless, reviewed and recommended as supplementary CAI materials reviewers felt would make a meaningful addition to the classroom.

Teacher Materials — 15 points HPS

The scope and quality of teacher support materials such as manuals and answer keys varied widely. In some cases, such as enrichment readers, there was no real need for them. Each instructor should consider the personal value of such support when examining and selecting material.

ANNOTATED LISTINGS

Each resource listed in this publication is identified as to **Purpose** (academic, vocational, family literacy, life skills); **Setting** (Class, tutor, or self-directed); **Format** (core series, basic text, supplemental, reference); **Level** (Adult Literacy, ABE, Pre-GED, GED or Multilevel) and **Skills** (Critical Thinking, Grammar, Math, Reading, Social Studies, Spelling and Vocabulary).

PRICE OF MATERIALS

Every effort has been made to publish accurate prices as of June 1, 1994 . But they are not guaranteed by the publishers. Please be aware that (for purposes of comparison) the prices quoted are single item prices. When ordering in quantity, you will find in nearly every instance that the cost for multiple copies is much less than the prices

BIBLIOGRAPHY OF

Teacher Resources and Learner Materials

The following references are particularly helpful in reviewing additional ABLE learner resources, designing curricula, and making decisions about materials for individual students.

Collins, Vickie L. (1990). Reader development bibliography. Books recommended for adult new readers. Philadelphia, PA: Free Library of Philadelphia.

Guglielmino, Lucy M. & Byran, Valerie C. (1990). Workplace literacy: A Resource book. Boca Raton, FL: Florida Atlantic University.

Lane, Martha A. and others. (1991). Workforce literacy. Employment and workplace materials. A guide to recent and recommended books. Philadelphia, PA: Free Library of Philadelphia.

McCullough, James (1988). A beginning core collection of literacy/ESL/L1/ABE resource materials for collection development in a literacy library. Boston, MA: Adult Literacy Resource Institute.

Nunes, Evelyn H. (1992). Learning resources evaluations manual. Richmond, VA: Virginia Commonwealth University, Virginia Adult Education and Literacy Resource Center.

Ossolinski, Lynn. (1989). Reading can you dig it: Resources for adult new readers. Carson City, NE: Nevada Literacy Coalition, Nevada State Library.

Pursell, Frances J. (1994). Books for adult new readers. Cleveland, OH: Project Learn.

Rice, Gail (1990) Preparing your own adult basic education reading materials. Glenview, IL: Foresman and Company.

Royce, Sherry (1991). The ABLE sampler: A professional development guide for adult literacy practitioners. Harrisburg, PA: AdvancE-The Pennsylvania Department of Education.

Staff. (1992). Empowering learners project bibliography. Saint Paul, MN: United Way of Saint Paul. Annotated bibliography listing computer software and other media materials that support acquisition of basic and literacy skills and familiarize adult learners with new technologies.

Life Skills

TITLE	FORMAT	PAGE
Adult Learner, The	Learning Strategies	10
Life Skills for Today's World	Core Series	12
Reading Skills for Daily Living	Core Series CAI	14
Social and Functional Skills Curriculum Kit	Core Series Kit	15
Budgeting Your Time and Money	Supplemental	10
Decision-Making	Supplemental	11
Introduction to Personal Banking	Supplemental	11
Listening Skills; Speaking Skills	Supplemental	12
Making Major Financial Decisions	Supplemental	13
Math in the Supermarket	Supplemental	13
Problem-Solving	Supplemental	14
Understanding Your Income Tax	Supplemental	15

Family Literacy

TITLE	FORMAT	PAGE
Childbearing Year, The; A Good Beginning	Basic Text	16
Let's Work It Out	Core Series	18
Save Your Life Glossary, The	Reference	18
I Can Do It	Supplemental	16
I Wanna Be the Kinda Father	Supplemental	17
Let's Read Together	Supplemental	17
You and Your Child's Teacher	Supplemental	19
Your Home is a Learning Place	Supplemental	19

Vocational Skills

TITLE	FORMAT	PAGE
Career Planning and Development	Basic Text	20
Mastering Reading Skills for Success	Core Series	21
Workplace Dynamics	Learning Package	24
Employment for Individuals with Disabilities	Reference	20
Reading for Employment; Reading for Daily Living	Supplemental	22
Math in the Workplace	Supplemental	21
More Than a Job Anthology	Supplemental	22
Reading in the Workplace (CAI)	Supplemental	23
Spelling the 100 Most Used Words	Supplemental	23
Writing for Employment; Grammar & Writing for Job & Personal Use	Supplemental	24

Adult Learner, The — 1993

Publisher Crisp Publications
Author(s) Bob Steinbach

SETTING: Class; Self-Directed

PURPOSE:
Academic
Life Skills
Workplace

COMPONENTS / **PRICE**

Text	$8.95
Workbook	
Teacher's Guide	
Audio Tape	

READING LEVEL: 7+

FORMAT
Supplemental

LEVEL
Pre-GED
GED
Life Skills

SKILLS
Reading
Writing

RATING

Objectives	13
Validity	9
Content	19
Objectivity	8
Organization	14
Teacher Support	14
TOTAL	77

Life Skills: Learning

The Adult Learner, subtitled *Strategies for Success*, could be used in any life skills, workplace, or GED program. It provides readers with self-assessments, exercises, case studies and tips that can help adults develop their learning skills and master new ways to acquire and remember information.

This excellent text was designed to be self-directed but seems to be better suited to small group instructor-directed situations.

Budgeting Your Time and Money — 1993

Publisher South-Western
Author(s) Ransbottom & Moreland Nichol

SETTING: Class; Tutor

PURPOSE
Academic
Life Skills

COMPONENTS / **PRICE**

Text	
Workbook	$6.25
Teacher's Guide	Free
Audio Tapes	

READING LEVEL: 4+

FORMAT
LS Basic Text
Supplemental

LEVEL
ABE
Pre-GED

SKILLS
Writing
Math
Reading

RATING

Objectives	15
Validity:	9
Content	26
Objectivity	9
Organization	12
Teacher Support	10
TOTAL	81

Life Skills

Budgeting Your Time and Money uses real life issues and strengthens the adult learner's ability to manage his or her income and reduce expenses.

It would have to be read to adults reading below 4th grade level. The content is relevant enough for teacher or tutor to make this adaptation and the graphs, charts, and examples would be meaningful to beginning ABE students.

This book would be an excellent resource in a tutor setting. The directions are very clear and it would be easy for anyone to follow. It covers the topic of cutting daily costs in a concise and very practical mannner.

Decision-Making

1993

Publisher South Western
Author(s) Barbara J. Braham

SETTING: Class

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
Life Skills	Workbook	$6.25
Workplace	Teacher's Guide	Free
Family Literacy	Audio Tape	

READING LEVEL: 4+

FORMAT	LEVEL
Basic Text	Multilevel

SKILLS

Reading, Writing, Critical Thinking

RATING	
Objectives	15
Validity	9
Content	18
Objectivity	9
Organization	12
Teacher Support	12
TOTAL	75

Life Skills

In this book decision-making is addressed as a skill to be learned. I like that! Adult learners need a 4+ reading level to handle the material. They are led through exercises that help them learn how to make intelligent decisions.

The starting unit deals with why people have a difficult time deciding. This is very interesting and causes students to think about their own situation. The questions are often open-ended and could lead to good group discussion.

This book is better used in the classroom than in independent work or in a tutor/ client situation.

Introduction to Personal Banking

1993

Publisher South-Western
Author(s) Ransbottom & Moreland Nichol

SETTING: Class; Tutor

PURPOSE	COMPONENTS	PRICE
Life Skills	Text	
	Workbook	$6.25
	Teacher's Guide	Free
	Audio Tapes	

READING LEVEL: 4+

FORMAT	LEVEL
Supplemental	Literacy
Reference	ABE

SKILLS

Consumer Math, Reading

RATING	
Objectives	15
Validity:	9
Content	26
Objectivity	9
Organization	12
Teacher Support	12
TOTAL	83

Life Skills

Introduction to Personal Banking is a well put together lifeskills book. It presents a thorough overview of establishing and using a checking account, including making deposits and endorsements and using the checkbook register.

The charts, graphs and visual aids are well done and make the material clear even to a lower level reader. This is a good book for tutors.

Since many adult education students do not have checking accounts, you will have to determine your students' level of interest and decide whether this material is appropriate for them.

Life Skills for Today's World **1994**

Publisher Steck Vaughn

Author(s) Vivian Bernstein

SETTING: Class; Tutor; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Life Skills	Text	
	Workbook	$6.64
	Teacher's Guide	
	Audio Tape	

READING LEVEL: 3-4

FORMAT	LEVEL
Core Series	Literacy
Reference	ABE
Supplemental	Life Skills

SKILLS

Math Reading

Writing

RATING	
Objectives	
Validity	
Content	
Objectivity	
Organization	
Teacher Support	
TOTAL	

Life Skills

This life skills series offers high adult interest, comprehensive *how-to* information, and critical thinking activities at a third grade reading level.The workbooks cover: *Money and Consumers, The World of Work, Your Own Home, Personal Health,* and *Community and Government.*

Each chapter begins with introductory questions setting the instructional framework followed by photos and descriptive passages about characters facing familiar situations. New words are defined in the text or page margins as well as in a glossary at the back. Writing is encouraged by having students complete *Workshop Practice* blank forms and by responding to lesson topics in a personal journal.

Listening Skills and Speaking Skills **1993**

Publisher South-Western

Author(s) L. Ann Masters

SETTING: Class; Tutor; Self-Directed

PURPOSE	COMPONENTS	PRICE
Life Skills	Text	
Workplace	Workbook	$6.25
	Teacher's Guide	Free
	Audio Tapes	

READING LEVEL: 5-6

FORMAT	LEVEL
Supplemental	Life Skills
	ABE
	Pre-GED

SKILLS

RATING	
Objectives	15
Validity:	8
Content	18
Objectivity	9
Organization	15
Teacher Support	14
TOTAL	79

Life Skills

These two self-paced workbooks are designed to help students learn how to listen and to improve their basic speaking skills at home and on the job.

The books are subdivided into three sections. The *Listening Skills* book takes a look at the process of listening and then focuses in on specific listening skills. particularly those needed in the workplace.

The *Speaking Skills* workbook covers communicating with others, speaking in the workplace, and improving your general speaking skills. These would be helpful for job clubs or employability training.

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Making Major Financial Decisions 1993

Publisher South-Western
Author(s) Ransbottom & Moreland Nichol

SETTING:

PURPOSE:	COMPONENTS	PRICE
Life Skills	Text	
	Workbook	$6.25
	Teacher's Guide	Free
	Audio Tape	

READING LEVEL: 4-5

FORMAT	LEVEL
Supplemental	Multilevel
	Life Skills

SKILLS

Math Reading
Writing

RATING	
Objectives	15
Validity	9
Content	21
Objectivity	9
Organization	12
Teacher Support	11
TOTAL	77

Life Skills

This book, part of South-Western's *ABE Financial Series*, is appropriate for higher level ABE students and could possibly be used as a supplement for GED classes.

It could also be used by lower level ABE classes if it was read by the teacher. Here, the reading not the math would be the major problem.

The units on understanding credit and understanding housing choices are extremely well done.

Math in the Supermarket

Publisher Educational Design, Inc. 1992
Author(s) Larry Parsky

SETTING: Class; Tutor

PURPOSE	COMPONENTS	PRICE
Life Skills	Text	
Consumer Math	Workbook	$7.75
	Teacher's Guide	Free
	Audio Tapes	

READING LEVEL: 4+

FORMAT	LEVEL
Supplemental	Literacy
	ABE

SKILLS

Consumer Math Reading

RATING	
Objectives	14
Validity:	7
Content	21
Objectivity	9
Organization	12
Teacher Support	13
TOTAL	76

Life Skills

The Math in the Supermarket workbook is part of Educational Design's *Life Skills Math Series* which includes *Math for the World of Work, Math for Food Service Occupations and Math for Employment.*

It teaches basic math skills as well as consumer math and is recommended for a lifeskills class or for any class where students have failed with traditional math.

The concrete shopping experiences are excellent and students will find the charts, graphs and other visual cues very helpful. The teacher's guide is equally good. The supplementary projects listed in the guide are lessons in themselves.

Problem-Solving

1993

Publisher South-Western

Author(s) Barbara J. Braham

SETTING: Class; Tutor

PURPOSE:

Academic
LifeSkills

COMPONENTS	PRICE
Text	
Workbook	$6.95
Teacher's Guide	Free
Audio Tape	

READING LEVEL: 4+

FORMAT	LEVEL
Supplemental	Multilevel

SKILLS

Language Arts — Reading
Writing Critical Thinking

RATING

Objectives	12
Validity	9
Content	20
Objectivity	9
Organization	12
Teacher Support	10
TOTAL	72

Life Skills

Problem-Solving, the companion book to South-Western's *Decision-Making* focuses on the problem-solving process: defining a problem, identifying the problem's cause and effect, and using a variety of problem-solving skills.

The adult learner needs to be able to read on at least a 4th grade level in order to work independently. A good coping skills book; it would also serve as an excellent supplement to a GED class.

Reading Skills for Daily Living (CAI Program)

1992

Publisher Merit Audio Visual

Author(s) Group

SETTING: Class; Self-Directed

PURPOSE

Academic
Life Skills

COMPONENTS	PRICE
Text	
Workbook	
Teacher's Guide	
Computer Disks	$199.00 per set
4 Sets of 3 disks each	IBM or Apple

READING LEVEL: 4-7

FORMAT	LEVEL
Supplemental	ABE
	Pre-GED

SKILLS

Reading

RATING

Objectives	12
Validity:	9
Content	24
Objectivity	9
Organization	7
Teacher Support	10
TOTAL	71

Life Skills

This CAI program addresses adult topics such as jobs, money management, the environment, government, health care and shopping.

Designed for use with English-As-A-Second-Language or Adult Basic Education students, the four sets of data disks are classified as low beginner, high beginner, low intermediate and high intermediate. Each set contains 2 data disks and a teacher's key disk.

The reading activities deal with recognizing central thoughts, recalling facts, sequencing, drawing inferences and conclusions.

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Social & Functional Skills Curriculum Kit 1994

Publisher Philip Roy
Author(s) Group

SETTING: Class

PURPOSE:	COMPONENTS	PRICE
Academic	Includes 175	
LifeSkills	Duplicable Worktexts	
Workplace	Teacher's Guide	Free
Family Literacy	Audio Tapes included	
	Complete Kit	$995.00

READING LEVEL:

FORMAT	LEVEL
Core Series	Multilevel

SKILLS

Writing	Reading
Math	Critical Thinking

RATING

Objectives	15
Validity	9
Content	27
Objectivity	9
Organization	12
Teacher Support	15
TOTAL	**87**

Life Skills

This multi-purpose curriculum covers 11 areas of functional skills and eight areas of personal skills, citizenship, and life skills. Packaged in 14 separate looseleaf binders, it has 175 duplicable worktexts and audiotapes.

The subject matter includes units on career awareness; consumer awareness; document literacy; applying arithmetic operations; learning to learn; family literacy; health & wellness; decision making and self-management.

This kit can stand alone or be used with a curriculum already in place. The teacher's maual is clear on objectives and outcomes; the audio cassettes are most beneficial. It is one of the most complete curriculum reviewed – a year's worth of teaching.

Understanding Your Income Tax

Publisher South-Western 1993
Author(s) Ransbottom & Moreland Nichol

SETTING: Class

PURPOSE	COMPONENTS	PRICE
Life Skills	Text	
Consumer Math	Workbook	$6.25
	Teacher's Guide	Free
	Audio Tapes	

READING LEVEL:

FORMAT	LEVEL
Supplemental	ABE

SKILLS

Consumer Math	Reading

RATING

Objectives	15
Validity:	9
Content	21
Objectivity	9
Organization	12
Teacher Support	10
TOTAL	**76**

Life Skills

Understanding Your Income Tax **provides the expanations and hands-on practice that can help students develop the skills to handle their personal taxes. Topics include keeping personal records, understanding your taxes and preparing your tax return.**

The sequencing of the material presented is very logical and the use of pictures helps to make a boring but important topic interesting. For students reading at a 4+ level, the content makes the material useful for independent work.

The teacher's guide is helpful for novices and challenging for the experienced ABLE teacher.

Childbearing Year; A Good Beginning 1990

Publisher New Readers Press

Author(s) Barbara Holstein; Barbara Lewis

SETTING: Class; Tutor; Self-Directed

PURPOSE:

Family Literacy
Life Skills

COMPONENTS	PRICE
Childbearing Year	$7.75
A Good Beginning	$6.95
Teacher's Guide	
Audio Tapes included	

READING LEVEL: 3-6

FORMAT	LEVEL
Basic Text - F, Lit.	Multilevel
Reference	

SKILLS

RATING	
Objectives	
Validity	9
Content	26
Objectivity	8
Organization	12
Teacher Support	
TOTAL	55

Family Literacy

These two booklets take the mystery out of pregnancy and childbirth, and provide information on a child's development in its first year.

The Childbearing Year explains measures mothers-to-be can take to keep themselves and their baby healthy during pregnancy. *A Good Beginning* is laid out in calendar-format and.provides brief information on baby's first year. Each section tells what babies like to do at each stage and suggests activities to do with the child and things to make as toys. There is space for brief notes.

Both books are a great resource for fathers and prospective fathers as well as first-time mother

I Can Do It Books

Publisher Curriculum Associates 1993

Author(s) Linda Miller

SETTING: Class; Self-directed

PURPOSE

Family

COMPONENTS	PRICE
Text	
Workbook (1 book)	$3.95
Teacher's Guide	
Audio Tape	
10-pack for $14.90	

READING LEVEL: 4-6

FORMAT	LEVEL
Supplemental	Multilevel

SKILLS

Reading Communication

RATING	
Objectives	12
Validity:	6
Content	22
Objectivity	8
Organization	12
Teacher Support	13
TOTAL	73

Family Literacy

This six-workbook series is available in English and Spanish. It provides activities for parents and children organized around the months of the year. In addition to holiday experiences that parents can share at home with their children, the booklets focus on thematic activities and learning experiences.

When children go back to school in September, the booklet for that month features traffic lights. Other activities include working with colors, numbers, shapes, sizes, weather, animals, meal preparation and shopping experiences. The activities are practical and the books provide good support for parent/child learning.

I Wanna Be The Kinda Father

1993

Publisher New Readers Press
Author(s) Omanii Abdullah

SETTING: Class

PURPOSE:	COMPONENTS	PRICE
Family	Text	$3.95
	Workbook	
	Teacher's Guide	
	Audio Tapes	$10.00

READING LEVEL: 4-12

FORMAT	LEVEL
Basic Text	ABE
Reference	ESL

SKILLS

Reading Critical Thinking

RATING	
Objectives	
Validity	9
Content	24
Objectivity	9
Organization	11
Teacher Support	
TOTAL	

Family Literacy

This collection of 21 poems by Omanii Abdullah is wonderful for family literacy in the African American community.

The author states his purpose as attacking negative stereotypes of black males and his forceful blend of joy and despair, loneliness and love, the personal and the political do much to carry out this mission.

There is an accompanying audio tape of Mr. Abdullah reading his poems.

Let's Read Together

1991

Publisher Contemporary
Author(s) Clarence Feagin

SETTING: Class; Tutor; Home

PURPOSE	COMPONENTS	PRICE
Family	Books (each)	$5.27
	Workbook	
	Teacher's Guide	
	Audio Tapes	

READING LEVEL: 2-3

FORMAT	LEVEL
Supplemental	Multilevel

SKILLS

Reading

RATING	
Objectives	
Validity:	9
Content	21
Objectivity	9
Organization	12
Teacher Support	
TOTAL	

Family Literacy

Lets Read Together is a series of three low-level readers. Each reader contains two stories - one for parents to read alone, and one for parents and children to read together. They address the diverse perspecitves of parent and child.

What Will School be Like, and *Why is Daddy Leaving?* take a sensitive and insightful approach to situations which some parents encounter and would be helpful to adults with these concerns. They would probably lead to interesting discussions.

The factual information provided in *Safe at Home* could be secured from the fire department and might be as effective.

Let's Work It Out — 1990

Publisher New Readers Press
Author(s) Group

SETTING: Class; Tutor; Self-Directed

PURPOSE:
Life Skills
Family Literacy

COMPONENTS	PRICE
Books (each)	$2.25
Workbook	
Teacher's Guide	$14.25
Audio Tapes	

READING LEVEL: 3-6

FORMAT
Basic Text
Supplemental

LEVEL
Literacy
ABE
ESL

SKILLS
Reading

RATING	
Objectives	
Validity	3
Content	17
Objectivity	9
Organization	12
Teacher Support	
TOTAL	

Family Literacy

This family literacy series of eight booklets can be used in an ABE class or as an eight-week parenting program. Having the material presented at two levels allows a wide range of students to use these booklets independently as well as in class discussion.

Subject matter includes *Talking about Sex; Coping With School; Discipline; Problem Solving;* and *Family Crisis*. The materials are positive in looking for and validating the information parents' possess. In some, they are weak in presenting additional information.

Generally, the books are very practical, brief, and to the point. They would make a good introduction to a discus-on of individual issues or a good study program when used as a series.

Save Your Life Glossary, The — 1993

Publisher Curriculum Associates
Author(s) Deborah Adcock

SETTING: Class; Tutor; Self-Directed

PURPOSE
Life Skills
Family

COMPONENTS	PRICE
Text	$14.95
Workbook	
Teacher's Guide	$1.95
Audio Tape	

READING LEVEL: 5-8

FORMAT
Supplemental
Reference

LEVEL
Multilevel

SKILLS
Reading

RATING	
Objectives	11
Validity:	9
Content	22
Objectivity	8
Organization	12
Teacher Support	12
TOTAL	74

Family Literacy

This 40-page manual is a good resource for adults, especially parents interested in understanding drugs. It includes a glossary of AIDs-related terms and definitions relevant to alcohol, tobacco and drugs.

There are *Alert Sections* dealing with issues; a *Focus Section*, that charts information about families of drugs; and an *Information Section*, listing organizations and agencies that offer help and treatment.

This book can be used successfully with adults reading at 5+ grade level; as a reference on drugs and drug vocabulary; as a self-assessment for parents to determine if they understand some key issues; and to promote discussion between parents and children.

You and Your Child's Teacher

1990

Publisher New Readers Press
Author(s) Pamela Weinberg

SETTING: Class; Tutor

PURPOSE:	COMPONENTS	PRICE
Family Literacy	Text	$6.25
	Workbook	
	Teacher's Guide	
	Audio Tapes	

READING LEVEL: 3+

FORMAT	LEVEL
Basic Text	Multilevel
Supplemental	

SKILLS

Reading

RATING	
Objectives	
Validity	9
Content	23
Objectivity	9
Organization	12
Teacher Support	
TOTAL	

Family Literacy

You and Your Child's Teacher, written at a 3+ grade level, is a great resource for parents on how to work with their children's school. It covers day to day planning and offers suggestions on problem solving.

Chapter titles include: *Making Phone Calls; Sending Notes; Meeting Face to Face; Keeping a Home File; Returning Papers and Forms;* and *Working with Teachers.*

Your Home is a Learning Place

1993

Publisher New Readers Press
Author(s) Pamela Weinberg

SETTING: Class; Tutor; Self-Directed

PURPOSE	COMPONENTS	PRICE
Family	Text	$6.25
	Workbook	
	Teacher's Guide	
	Audio Tapes	

READING LEVEL: 3+

FORMAT	LEVEL
Reference	Multilevel

SKILLS

RATING	
Objectives	
Validity:	9
Content	25
Objectivity	9
Organization	12
Teacher Support	
TOTAL	

Family Literacy

Your Home is a Learning Place is an excellent resource book to help parents support their children's learning. It suggests how parents or grandparents can use an everyday activity, such as cooking, as the basis for enjoyable learning.

This book is practical with just enough information to help parents understand why a particular activity is helpful and what can be learned by doing it. Activities are grouped as follows: *Observe and Remember; Reading; Writing; Listening and Speaking; Math; Putting Skills Together;* and *Drama and Art.*

Career Planning and Development 1992

Publisher South-Western

Author(s) L. Ann Masters

SETTING: Class; Tutor

PURPOSE:

Vocational

COMPONENTS **PRICE**

Text	
Workbook	$9.50
Teacher's Guide	
Audio Tapes	

READING LEVEL: 5-6

FORMAT **LEVEL**

Basic Text Multilevel

Supplemental

SKILLS

Critical Thinking

RATING

Objectives	14
Validity	9
Content	20
Objectivity	9
Organization	12
Teacher Support	15
TOTAL	79

Vocational

Career Planning and Development is the latest addition to South-Western's *Life Skills Series*. A self-paced, competency-based program for developing basic skills for jobs and personal use, this nicely-formatted book helps adults examine the skills they possess and identify the skills they need for employment.

It specifically addresses the process of preparing for a job interview and completing a job application. The objectives for each unit are shown and evaluations are given. There is an answer key at the back of the book.

Employment for Individuals with Disabilities

Publisher Phillip Roy 1994

Author(s) Ruth Bragman

SETTING: Class; Tutor

PURPOSE

Employability

COMPONENTS **PRICE**

Text	$95.00
Workbook	
Teacher's Guide	
Audio Tape	

READING LEVEL: Teacher/Tutor Resource

FORMAT **LEVEL**

Reference

SKILLS

RATING

Objectives	
Validity:	
Content	
Objectivity	9
Organization	8
Teacher Support	
TOTAL	

Vocational

This 600-page reference provides teachers and students with up-to-date information about the employment rights of individuals with disabilities.

There are suggestions as to how to identify job requirements, conduct interviews and match individuals with appropriate occupations. The book covers physical demands, intellectual and communications skills, work situations and environmental concerns.

It has a good reference section that identifies Centers for Independent Living, Regional and State Federal Programs and lists offices that can be called for assistance.

Mastering Reading Skills for Success 1991

Publisher South-Western
Author(s) R.Ventre Assoc. & Contemporary

SETTING: Class

PURPOSE:
Employability
Workplace

COMPONENTS / **PRICE**

Text (each)	$8.45
Workbook	
Teacher's Guide	Free
Audio Tapes	

READING LEVEL: 3-7

FORMAT
Core Series
Supplemental

LEVEL
Multilevel

SKILLS
Reading

RATING

Objectives	15
Validity	8
Content	22
Objectivity	9
Organization	9
Teacher Support	13
TOTAL	76

Vocational

This core series for pre-employment or, possibly, workplace programs provides information about working in *Health Care, Manufacturing, Food Service, Office Work, Commercial Truck Driving* and develops reading and vocabulary skills essential to jobs in these areas.

Each area has four *Mastering Reading: Skills for Success* workbooks that progress from 3rd to 7th grade reading level. The material is well-presented and the format is good. The free teacher's guide has lots of ideas for presentation of the material.

Math in the Workplace (CAI Program) 1991

Publisher Educational Activities
Author(s) Lynn Geoffrey

SETTING: Class; Self-Directed

PURPOSE
Employability
Workplace

COMPONENTS / **PRICE**

Text	
Activity Masters	Included in pkg.
Teacher's Guide	Free
Audio Tapes	
6 Disks IBM/Apple	

READING LEVEL: 9+

FORMAT
Supplemental

LEVEL
GED

SKILLS
Math

RATING

Objectives	13
Validity:	9
Content	24
Objectivity	9
Organization	12
Teacher Support	15
TOTAL	82

Vocational

— CHARTS, GRAPHS, TABLES —

This practical job-related math software allows students to chose math activities in their area of interest, whether it be agriculture, agribusiness, building trades, business and marketing, health occupations, home economics or industrial technology.

An introductory tutorial is followed by six sets of questions in each area. Reproducible masters are provided so the teacher can supplement the CAI program with student worksheets. Adults operating at a 9+ level can identify five different kinds of graphs, interpret and compare two sets of data, create their own graphs from tables of data, and choose the appropriate graph for the job.

More Than A Job Anthology 1991

Publisher New Readers Press

Author(s) Compiled by John Gordon

SETTING: Class

PURPOSE:

Employability
Workplace

COMPONENTS **PRICE**

Text (each)	$7.35
Workbook	
Teacher's Guide	$11.00
Audio Tapes	$15.75
Photocopy Masters	$33.50

READING LEVEL: 8+

FORMAT	LEVEL
Supplemental	Multilevel

SKILLS

Reading Critical Thinking

RATING

Objectives	13
Validity	9
Content	27
Objectivity	9
Organization	12
Teacher Support	7
TOTAL	77

Vocational

A great book for follow-up discussion, the *More Than A Job Anthology* encourages people to think about their lives and the lives of others. It uses short readings by famous and not so famous people, young and old, living and dead, to help students to develop analytical skills.

This anthology contains short stories, oral histories, newspaper articles and quotations. There are read-along tapes and photocopy masters as well as a teacher's guide with detailed plans and activities for five units.

Reading for Employment; Reading for Daily Living

Publisher South-Western 1992

Author(s) Joyce Hing-McGowan

SETTING: ClassClass; Tutor

PURPOSE

Employability
Life Skills

COMPONENTS **PRICE**

Text	
Workbook (each)	$6.25
Teacher's Guide	Free
Audio Tape	

READING LEVEL: 5-6

FORMAT	LEVEL
Supplemental	ABE
Reference	Pre-GED

SKILLS

Reading

RATING

Objectives	15
Validity:	8
Content	22
Objectivity	9
Organization	8
Teacher Support	14
TOTAL	76

Vocational

Reading for Employment provides practice in the reading resources needed to seek employment and be hired for a job, such as want ads, job applications, forms, benefits, employee handbooks, etc.

Reading for Daily Living covers the materials needed to make everyday decisions, such as locating information in the newpaper and comparing the cost of products.

The teacher's manuals include pre-tests and post-tests, supplementary exercises and a certificate of completion.

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Reading in the Workplace (CAI Series)

Publisher Educational Activities **1990**

Author(s) Davis, Meng and Reese

SETTING: Class; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Vocational Academic	Text	
	Activity Masters	Included in pkg.
	Teacher's Guide	Free
	Audio Tapes	
	Set of 6 IBM/Apple	$295.00 per Level

READING LEVEL: 3-5; 5-7; 7-9

FORMAT	LEVEL
Supplemental	Multilevel

SKILLS

Reading Critical Thinking

RATING

Objectives	13
Validity	6
Content	20
Objectivity	7
Organization	8
Teacher Support	11
TOTAL	**65**

Vocational

This job-based reading program features languages arts development skills. Students read passages related to the automotive, health care, clerical, and construction industries; then complete activities that call for critical thinking, recognizing problems, making inferences, determining cause and effect, identifying main ideas and drawing conclusions. There is a built-in dictionary which is very useful.

Each of the four job-specific topics containing levels 3-5; 5-7 and 7-9 is sold as a Complete Set. This set includes six disks, management documentation and supplemental worksheets.

Spelling the 100 Most Used Words

Publisher South-Western **1993**

Author(s) Merle Wood

SETTING: Class; Tutor

PURPOSE	COMPONENTS	PRICE
Academic Vocational Life Skills	Text	
	Workbook	$6.25
	Teacher's Guide	Free
	Audio Tapes	

READING LEVEL: 3-4

FORMAT	LEVEL
Supplemental	ABE
Reference	Pre-GED

SKILLS

Spelling

RATING

Objectives	13
Validity:	9
Content	20
Objectivity	9
Organization	12
Teacher Support	15
TOTAL	**78**

Vocational

This workbook with the accompanying teacher's guide takes a basic subject and treats it in an adult manner. It is very helpful in learning how to spell the 100 most used words in business communication today.

The exercises in the workbook as well as the bonus exercises in the teacher's manual help students to use common words again and again in order to spell them correctly. It should prove useful in ABE, employability, and workplace classes.

Workplace Dynamics

Publisher New Readers Press **1992**

Author(s) McVey and Associates, Inc.

SETTING: Class

PURPOSE:	COMPONENTS	PRICE
Workplace Academic	Text	
	Activity Masters	Included in pkg.
	Teacher's Guide	Free
	Audio Tapes	
	Learning Package $199.00	

READING LEVEL: NA

FORMAT	LEVEL
WP Core Series	Multilevel

SKILLS

Language Arts	Critical Thinking
Math	Math

RATING

Objectives	13
Validity	12
Content	20
Objectivity	9
Organization	10
Teacher Support	15
TOTAL	**79**

Vocational

This field-developed learning package provides role playing and simulations that build basic skills plus the *new skills* needed in today's workplace: analysis, evaluation, problem-solving, brainstorming, collaboration, and conflict resolution.

The *Workplace Dynamics Learning* package includes reproducible materials for participants.The teacher's guide provides strategies for similutions and role plays. A great chart, Workplace Dynamics at a Glance, lists each activity, whether it's a role play or simulation and if it's adaptable. The guide covers any question that might arise.

Writing for Employment: Grammar & Writing for Job & Personal Use

Publisher South-Western **1993**

Author(s) Joyce Hing Mc-Gowan

SETTING:

PURPOSE	COMPONENTS	PRICE
Vocational; Academic Employability Life Skills	WFE Workbook	$6.50
	GWJPU Workbook	$9.50
	Teacher's Guide	Free
	Audio Tape	

READING LEVEL: 5-6

FORMAT	LEVEL
Basic Text	Life Skills
Supplemental	ABE
Reference	Pre-GED

SKILLS

Grammar	Reading
Writing	

RATING

Objectives	15
Validity:	7
Content	21
Objectivity	9
Organization	10
Teacher Support	13
TOTAL	**75**

Vocational

These two workbooks cover basic English Grammar and writing with a special emphasis on getting and keeping a job.

Grammar and Writing for Job and Personal Use has pre-tests and post-tests, check points and analysis charts. It begins with writing sentences and paragraphs and progresses to writing memos and letters.

Writing for Employment focuses on preparing a personal profile and resume as well as completing job applications.

Math

TITLE	FORMAT	PAGE
Arithmetic Skills Assessment Test	Assessment - CAI	26
Math Diagnostic Inventory	Assessment - CAI	28
Math Matters for Adults	Core Series	28
Real Numbers: Developmental Thinking in Math	Core Series	29
Basic Math Competency Skill Building	Supplemental CAI	26
Fraction Action	Supplemental CAI	27
Math Exercises	Supplemental	27
MathWord Problems	Supplemental Video	29

Reading

TITLE	FORMAT	PAGE
Adult Skills: Learning Styles Inventory	Assessment - CAI	30
Food for Thought: Reading & Thinking Critically	Core Series	33
Multicultural Reading Series, Books 1-4	Core Series	34
Readers Choice Series	Core Series	36
Stories of America	Core Series	37
Basic Cloze Reading	Supplemental CAI	30
Bridges to Critical Thinking	Supplemental	31
Core Reading and Vocabulary Development Program	Supplemental CAI	31
Diagnostic Prescriptive Reading	Supplemental CAI	32
Diascriptive Reading Program	Supplemental CAI	32
Kaleidoscope; Sets A & B	Supplemental	33
Laubach Way to Reading Software	Supplemental CAI	34
More Stories Set and Tapes	Supplemental	35
Power Vocabulary: Basic Word Strategies for Adults	Supplemental	35
Sports Books and Tapes	Supplemental	36
Spotlight Series	Supplemental	37
Timeless Tales	Supplemental	38
Winners Series	Supplemental	38

Arithmetic Skills Assessment Test (CAI Program)

Publisher Educational Activities **1991**

Author(s) Howard Behrns

SETTING: Class; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Reproducible masters	Included in pkg.
	Teacher's Guide	Free
	Audio Tapes	
	2 Disks IBM/Apple	$89.00

READING LEVEL:

FORMAT	LEVEL
Supplemental	GED

SKILLS

Math

RATING	
Objectives	13
Validity	9
Content	20
Objectivity	9
Organization	12
Teacher Support	15
TOTAL	**78**

Math

This comprehensive CAI test determines the approximate math ability of students with unknown math skills. Two disks cover whole numbers, fractions, and decimals. The teacher can select options for the program through a managment disk.

The test determines strengths and weaknesses and the results may be printed or viewed on-screen. Students can take the test independently, exit at any time, and begin where they left off. There are reproducible worksheets on which to work out the problems and enter the solutions into the computer.

Basic Math Competency Skill Building

Publisher Educational Activities

Author(s) Michael P. Conlon w Gilmore & Dow

SETTING: Class; Self-Directed

PURPOSE	COMPONENTS	PRICE
Academic	Text	
Academic	Workbook	
Life Skills	Teacher's Guide	Free
	Audio Tape	
	8 IBM/Apple disk in a set	$349.00

READING LEVEL:

FORMAT	LEVEL
Supplemental	Multilevel

SKILLS

Math

RATING	
Objectives	14
Validity:	9
Content	23
Objectivity	7
Organization	9
Teacher Support	12
TOTAL	**74**

Math

— CAI PROGRAM —

Best used for practice and drill, this interactive math program consists of 8 modules covering the entire range of 0-12th grade math skills.

A classification system allows for exact placement of students who can thereafter control the pace in all tutorials, practices and quizes. Correct answers get immediate responses and incorrect answers are led into instructional review.

Problems are randomly generated so that lessons can be repeated providing extra practice until students achieve mastery. Each lesson ends with a quiz. If students score below 70%, they return to the tutorial and more practice.

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Fraction Action (CAI Program)

Publisher Educational Activities **1990**
Author(s) Jason A. Dylan

SETTING: Class; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Reproducible masters	Included in pkg.
	Teacher's Guide	Free
	Audio Tapes	
	8 Disks IBM/Apple	$295.00

READING LEVEL: 4-6

FORMAT	LEVEL
Supplemental	ABE
	Pre-GED

SKILLS
Math

RATING	
Objectives	15
Validity	9
Content	24
Objectivity	9
Organization	12
Teacher Support	15
TOTAL	84

Math

Great for remediation at the ABE - Pre-GED level, this highly graphic approach teaches the concept of fractions in a way that students should enjoy as well as understand.

The CAI program is student-directed and excellent worksheets are provided for each lesson in the form of reproducible masters.

Fraction Action can easily be used to supplement any basic math text. It is a good program with excellent fraction remediation for those learners who need fractions presented *just one more way*.

Math Diagnostic Inventory-Word Problems

Publisher Merit Audio Visual **1990**
Author(s) Group

SETTING: Class

PURPOSE	COMPONENTS	PRICE
Academic	Text	
	Workbooks	
	Teacher's Guide	
	Audio Tapes	
	2 Disks IBM or Apple	$199.00

READING LEVEL: 2.5-8 Math

FORMAT	LEVEL
Assessment	ABE
	Pre-GED
	GED

SKILLS
Math

RATING	
Objectives	12
Validity:	9
Content	22
Objectivity	9
Organization	7
Teacher Support	10
TOTAL	69

Math

— CAI Assessment Program —

This math inventory takes 40 minutes to diagnose weaknesses in doing application problems so that teachers can provide help where it is needed. It also has a feedback option for students.

This CAI assessment of word problems for math levels 2.5-8 covers numbers and numeration, number operations, fractions, percents and decimals, geometry, measurement, integers, algebra, probability and statistics, and word problem techniques.

While this software quickly determines students levels in math, a TABE test will provide the same information.

Math Exercises

Publisher Contemporary **1993**
Author(s) Robert P. Mitchel

SETTING: Class; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	4 Workbooks	sold in packs of 10
	Teacher's Guide	
	Audio Tapes	
	Each 10-pack	$19.95

READING LEVEL: 5-8

FORMAT	LEVEL
Supplemental	Literacy
	ABE
	Pre-GED

SKILLS
Math

RATING

Objectives	8
Validity	10
Content	18
Objectivity	8
Organization	15
Teacher Support	9
TOTAL	**68**

Math

For adult learners who need that extra drill, the *Math Exercises* Series provides four inexpensive workbooks (less than $2 for 32 pages sold in packs of 10.)

Topics covered include: *Whole Numbers and Money,* which is excellent for upper 0-4, upper ESL and lower ABE students; *Fractions* which is a good supplemental drill book; *Decimals* which includes calculator skill practice; and *Percents* where word problems are explained with a little too much memorizing of formulas.

The single skill per page format makes this workbook easy to individualize and hand out as homework.

Math Matters for Adults

Publisher Steck-Vaughn **1993**
Author(s) Karen Lassiter

SETTING: Class; Tutor

PURPOSE	COMPONENTS	PRICE
Academic	Text	
Employability	Workbook	$7.96
Life Skills	Teacher's Guide	
	Audio Tape	

READING LEVEL: 4-6

FORMAT	LEVEL
Basic Text	ABE

SKILLS
Math

RATING

Objectives	14
Validity:	9
Content	26
Objectivity	9
Organization	12
Teacher Support	15
TOTAL	**85**

Math

Math Matters for Adults covers instruction and practice in basic mathematics from whole numbers through measurement, geometry and algebra. The four workbooks reflect different workplace settings and recreational settings.

These are traditional workbooks but place a real emphasis on areas that tend to give adults a great deal of trouble: fractions and measurement.

A nice feature is the *Putting Your Skills to Work* section of each book which applies taught concepts to solving real-life problems. The area *Being A Consumer,* which features pertinent charts and multi-step word problems, should be of interest and value to adult learners.

Math Word Problems (Video Series)

Publisher Educational Design **1993**
Author(s) Group

SETTING: Class; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Workbooks	
	Teacher's Guide	Free
	5Video Tapes	$199.00
	Blackline Masters included in package	

READING LEVEL: NA

FORMAT	LEVEL
Supplemental	Pre-GED
	GED

SKILLS
Math

RATING	
Objectives	
Validity	
Content	
Objectivity	
Organization	
Teacher Support	
TOTAL	

Math

This five-part videotape series reviews the skills needed to solve one and two-step problems. The tapes teach: *Problem Solving Strategies; Fractions and Decimals; Percents, Ratios and Proportions; Measurement, and Graphs, Charts and Tables.*

Learners can pause the video at any time and do the math exercises on their own. They can then compare their answers with the solutions on the videotape. The program is particularly appealing because it not only uses creative graphics to help explain key elements of math problems but goes on to apply the skills learned to real life problems.

Real Numbers: Developmental Thinking in Math

Publisher Contemporary **1991**
Author(s) Allan D. Suter

SETTING: Class; Self-Directed

PURPOSE	COMPONENTS	PRICE
Academic	Text	
Workplace	5 Workbooks	$7.33
	Teacher's Guide	
	Audio Tapes	

READING LEVEL: 4-6

FORMAT	LEVEL
Supplemental	ABE
	Pre-GED

SKILLS

Math	Thinking Skills

RATING	
Objectives	8
Validity:	9
Content	18
Objectivity	9
Organization	9
Teacher Support	11
TOTAL	64

Math

This five-book series is designed to help students develop thinking skills in math. It can be used with upper level literacy students, ABE, Pre-GED, and Workplace classes where the measurement text would be helpful for programs needing ruler and scale skills.

The *Estimating Books* contain good practice in determining which answers do and do not make sense. They also provide good test-taking strategies.

The *Algebra Book* uses excellent visual aids to teach basic equations and signed numbers and the *Geometry Workbook* provides a good transition from text learning to real-life situations.

Adult Skills: Learning Styles Inventory (CAI)

Publisher Educational Activities **1990**

Author(s) Jerry Brown & Richard Cooper

SETTING: Class

PURPOSE:

Academic
Life Skills
Workplace
Family Literacy

COMPONENTS	PRICE
Text	
Replicable Masters	Included in pkg.
Teacher's Guide	Free
Audio Tapes	
2 disks IBM/Apple/MAC	$98.00

READING LEVEL:

FORMAT	LEVEL
Assessment	Multilevel

SKILLS

Learning Styles

RATING

Objectives	13
Validity	9
Content	23
Objectivity	9
Organization	11
Teacher Support	13
TOTAL	**78**

Reading: Learning Styles

Recommended for all ABLE classes with access to a computer, this learning styles inventory helps teachers discover each student's preferred mode of learning and provides prescriptive information that enables instructors to select resources that match each learner's strengths.

Students rate 45 statements on a 4-point Lickert Scale. Tabulation of the responses results in a graph that identifies cognitive preferences. This CAI instrument can also calculate a learning style for the whole class so instructors can compare their own learning/teaching modality against the preferred class style.

Basic Cloze Reading (CAI Program)

Publisher Merit Audio Visual **1993**

Author(s) Group

SETTING: Class, self-directed

PURPOSE

Academic

COMPONENTS	PRICE
Text	
Workbook	
Teacher's Guide	
Audio Tape	
3 disks IBM/Apple	$149.95

READING LEVEL: 3-4

FORMAT	LEVEL
Supplemental	ABE
	Pre-GED
	GED
	ESL

SKILLS

Reading

RATING

Objectives	15
Validity:	9
Content	16
Objectivity	9
Organization	9
Teacher Support	12
TOTAL	**70**

Reading

This CAI reading program can be used with a wide variety of ABLE and ESL learners. Students read short passages about job-related and leisure time activities and then fill in the blanks using context clues. Designed to help learners improve their vocabulary and use of idioms, it includes activities such as multiple choice, missing letters and scrambled words.

The *Basic Cloze Reading Program* is self-directed and self-correcting. Performance is evaluated at every level and students get their scores immediately. A teacher key allows the instructor to modify material, keep records and print worksheets.

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Bridges to Critical Thinking

Publisher Contemporary **1991**

Author(s) Bonnie Tivenan

SETTING: Class; Tutor; Self-Directed

PURPOSE:

Academic
Life Skills
Workplace
Family Literacy

COMPONENTS	PRICE
Text	
Workbook (each)	$7.50
Teacher's Guide	
Audio Tapes	

READING LEVEL: 4-6

FORMAT	LEVEL
Basic Text	ABE
Reference	Pre-GED

SKILLS

Critical Thinking Reading

RATING	
Objectives	10
Validity	8
Content	20
Objectivity	9
Organization	9
Teacher Support	12
TOTAL	**68**

Reading

The *Bridges to Critical Thinking* Series addresses the fact that the way we approach reading (the strategies we use) depends upon what we are reading and our purpose in doing so.

In the *Fiction Workbook*, the focus is on understanding the basic elements in fiction and developing literal and interpretive reading skills. *Reading Nonfiction* prepares students for reading in the content areas and introduces them to outlining and note-taking skills. The *Mind-Stretcher* activities in *Reading for Decision Making* are enjoyable and help learners develop their problem-solving skills. Altogether, a challenging series for learner and teacher.

Core Reading & Vocabulary Development

Publisher Educational Activities

Author(s) Priscilla Hamilton & Barbara Hombs

SETTING: Class; Self-Directed

PURPOSE

Academic

COMPONENTS	PRICE
Text	
Replicable Masters	Included in pkg.
Teacher's Guide	Free
Audio Tapes	
4 Disks IBM/Apple	$159.00 per level

READING LEVEL:

FORMAT	LEVEL
Basic Text	Literacy
Supplemental	
Reference	

SKILLS

Reading Writing

RATING	
Objectives	10
Validity:	9
Content	17
Objectivity	6
Organization	7
Teacher Support	10
TOTAL	**59**

Reading

— CAI Program —

Designed for older students, this CAI basic reading program will hold the interest of adult new readers as they progress from a beginning level that introduces 35 basic words to a third grade level. Each lesson consists of nine different activities which can be completed in about 45 minutes.

Accompanying worksheets can be used for delayed recall practice. The program is designed to exercise different learning modalities and to integrate reading, writing, memory training, and visual perception.

Diagnostic Prescriptive Reading (CAI Program)

Publisher Merit Audio Visual **1990-93**

Author(s) Group

SETTING: Class; Self-Directed

PURPOSE:

Academic
Life Skills
Workplace
Family Literacy

COMPONENTS	PRICE
Text	
Workbook (each)	
Teacher's Guide	
Audio Tapes	
7 Disks IBM/Apple	$365.00

READING LEVEL: 3-8

FORMAT	LEVEL
Supplemental	ABE
	Pre-GED

SKILLS

Reading

RATING

Objectives	15
Validity	9
Content	23
Objectivity	9
Organization	8
Teacher Support	11
TOTAL	75

Reading

The *Diagnostic Prescriptive Reading* program uses six diagnostic tests to determine the student's reading level and suggest placement. There are 36 individualized and flexible reading lessons that focus on developmental skills such as main idea, sequencing, vocabulary development, fact or opinion, factual recall and inference.

This program provides good supplemental activities for ABE or ESL students. Self-directed and self-correcting, this program teaches one skill at six levels of difficulty. Performance is evaluated and students directed to a higher or lower level according to their scores.

Diascriptive Reading Programs (Level III Reviewed)

Publisher Educational Activities **1990**

Author(s) Carol Buchter

SETTING: Class; Self-directed

PURPOSE

Academic

COMPONENTS	PRICE
Text	
Workbook	Masters
Teacher's Guide	Free
Audio Tape	
6 Disks IBM/Apple/MAC $335.00 per Level	

READING LEVEL: 4 Levels Available

FORMAT	LEVEL
Supplemental	Multilevel

SKILLS

Reading

RATING

Objectives	14
Validity	9
Content	21
Objectivity	8
Organization	12
Teacher Support	12
TOTAL	76

Reading

— CAI PROGRAM —

There are four levels of this diagnostic, prescriptive and developmental CAI tutorial reading program. The readability for Level I is 1.5- 4.5; Level II covers 2.5-7.5; and Level IV is at 7-11.5. All provide individualized instruction with immediate feedback and positive reinforcement.

Level III (5-9), which was reviewed, addresses details, inference, main idea, vocabulary and sequence. Each lesson concentrates on one reading skill and is self-directing and self-correcting. The interest level applies to adults.

Food for Thought: Reading & Thinking Critically

Publisher South-Western **1992**
Author(s) Esta de Fossard

SETTING: Class; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
Life Skills	Workbook (each)	$22.95
Workplace	Teacher's Guide	Free
Family Literacy	Audio Tapes	
	Test Package	

READING LEVEL: 4-7; 7-10; 10-14

FORMAT	LEVEL
Supplemental	ABE
	Pre-GED
	GED

SKILLS
Critical Thinking Reading
Writing

RATING	
Objectives	15
Validity	8
Content	23
Objectivity	6
Organization	9
Teacher Support	14
TOTAL	75

Reading

This critical thinking series is designed to be used at three reading levels and contains placement, mid-tests, and post-tests. It covers topics such as human rights, ethics, and gun control. *Food for Thought* expands adult learners' vocabulary and challenges their thinking skills.

This program can be used for 45 minutes a day as part of a class or independently. The three levels have the same information which allows all students to work on the same material and engage in group discussions about the content.

Kaleidoscope: Sets A & B

Publisher New Readers Press **1991**
Author(s) Sara H. Frommer

SETTING: Class; Tutor; Self-Directed

PURPOSE	COMPONENTS	PRICE
Academic	Readers (each)	$2.25
Enrichment	Workbooks	
Family Literacy	Teacher's Guide	
	Audio Tapes (4)	$20.00

READING LEVEL: 1-3

FORMAT	LEVEL
Supplemental	Literacy
	ABE
	ESL

SKILLS
Reading

RATING	
Objectives	
Validity:	3
Content	21
Objectivity	9
Organization	12
Teacher Support	
TOTAL	

Reading

Kaleidoscope: Sets A & B provides adult new readers with a choice of 16 short stories and read-along tapes. Ranging in pages from 24 to 31, they deal with adult characters and treat their lives, trials, and successes with humor and compassion.

The reader, *Hi Doll*, for example, deals with harassment on the job so the topics are timely and new readers could possibly relate to some of the stories.

Laubach Way to Reading Software

Publisher New Readers Press **1992**

Author(s) Group

SETTING: Class; Tutor

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Workbook	
	Teacher's Guide	
	Audio Tapes	
	IBM/Apple II	$185.00

READING LEVEL: Laubach 1-4

FORMAT	LEVEL
Supplemental	Literacy
	ABE

SKILLS

Reading

RATING	
Objectives	10
Validity	7
Content	26
Objectivity	9
Organization	9
Teacher Support	10
TOTAL	71

Reading - CAI

This latest addition to the *Laubach Way To Reading* program consists of software providing modified cloze exercises corresponding to lessons in *LWR Readers*.

Designed to be used after instruction in the readers, the software is easy to use and the learner might feel good about being able to operate a computer. The student doesn't need to know typing since there are four choices and the student can arrow up and down or *mouse* the answer. The exercises may be repeated at any time and the scores upgraded and retrieved by the teacher.

The manual covers everthing needed to know to run the program. Nicely presented!

More Stories Set and Tapes

Publisher New Readers Press **1992**

Author(s) Group

SETTING: Class; Tutor

PURPOSE	COMPONENTS	PRICE
Academic	Readers (set)	$11.95
	Workbook	
	Teacher's Guide	
	Audio Tapes (set 4)	$56.00

READING LEVEL: Laubach 1-4

FORMAT	LEVEL
Supplemental	Literacy
	ABE
	ESL

SKILLS

Reading

RATING	
Objectives	14
Validity:	9
Content	26
Objectivity	9
Organization	12
Teacher Support	10
TOTAL	80

Reading

A series of read-along tapes is now available to accompany *More Stories 1-4*, a complement to the *Laubach Way To Reading Series*. These readers and tapes are correlated to Laubach levels and reinforce the vocabulary learned in the *Laubach Way To Reading*.

Many of the stories deal with characters introduced in the series which provides for reader continuity and interest. The tapes are well done, very slow and deliberate for the new reader. At the beginning of each story, the new words for that story are given, which is very helpful.

These books would be excellent for ESL as well as for new readers.

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Multicultural Reading Series, Books 1-4

Publisher Educational Design, Inc. **1992,19**
Author(s) Hodges & Margulies

SETTING: Class; Tutor; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Academic; Life Skills	Text	
	Workbook (each)	$7.75
	Teacher's Guide	Free
	Audio Tapes	

READING LEVEL: 4-8

FORMAT	LEVEL
Supplemental	ABE
	Pre-GED

SKILLS
Reading

RATING	
Objectives	13
Validity	8
Content	22
Objectivity	9
Organization	12
Teacher Support	13
TOTAL	77

Reading

Each workbook in the *Multicultural Reading Series* contains 20 stories written at 4-8th grade level. The selections are of high interest to adults and would be a very good supplement to ABE classes. They would also be good for tutors to use.

After reading the stories, learners must answer critical thinking and comprehension questions as well as complete vocabulary, study skills and writing exercises.

The workbooks are good for building self-esteem for minority students and for teaching cultural diversities. The teacher's guide is easy to read and follow. It has clearly stated objectives for each lesson and contains an answer key.

Power Vocabulary: Basic Word Strategies for Adults

Publisher Cambridge Adult Education **1992**
Author(s) Dorothy Rubin

SETTING: Class; Tutor

PURPOSE	COMPONENTS	PRICE
Academic	Text	
	Workbooks (each)	$5.25
	Teacher's Guide	
	Audio Tapes	
	Locator Test Booklet	$1.75

READING LEVEL: 3-5

FORMAT	LEVEL
Basic Text	Multilevel
Supplemental	

SKILLS
Vocabulary Development Reading

RATING	
Objectives	10
Validity:	9
Content	20
Objectivity	9
Organization	9
Teacher Support	10
TOTAL	67

Reading

This well-paced five-book series encourages the fast acquisition of a basic vocabulary that can be used in the community as well as in the classroom. It begins at a 3rd grade reading level and would be useful in a classroom or tutorial setting or as a GED class supplement.

Power Vocabulary relies on a knowedge of phonics although it does include contextual strategies for increasing vocabulary such as scanning sentences for clues and using synonyms and antonyms. There is a separate locator test. The books provide pre-tests and post-tests. The unit reviews are excellent and offer systematic coverage of previous materials taught.

Readers Choice Series

Publisher Contemporary **1992**

Author(s) Sarah Schmidt

SETTING: Class; Tutor

PURPOSE:

Academic
Family Literacy

COMPONENTS **PRICE**

Text	
Workbook (each)	$7.00
Teacher's Guide	$5.25
Audio Tapes	
(5 Pack) Pre-Post Test $11.50	

READING LEVEL: 4-6

FORMAT **LEVEL**

Core Series — ABE, Pre-GED

SKILLS

Reading, Writing, Critical Thinking

RATING

Objectives	12
Validity	9
Content	27
Objectivity	9
Organization	12
Teacher Support	12
TOTAL	**81**

Reading

The Reader's Choice Series combines reading and critical thinking skills. The three workbooks are specifically designed for students reading at an ABE (4-6) level. They can, however, be used successfully by creative tutors and teachers with adults in literacy, ESL or pre-GED programs.

High-interest selections make this an enjoyable series packed with quality reading skills. The teacher's guide provides additional discussion and writing activities as well as defining teaching objectives and suggesting instructional strategies.

Sports Books and Tapes

Publisher New Readers Press **1993**

Author(s) Mel Cebulash

SETTING: Class; Tutor; Self-Directed

PURPOSE

Academic
Enrichment

COMPONENTS **PRICE**

Readers (each)	$4.25
Workbook	
Teacher's Guide	
4 Audio Tapes (each)	$12.00

READING LEVEL: 3-5

FORMAT **LEVEL**

Supplemental — ABE, Pre-GED, GED

SKILLS

Reading

RATING

Objectives	14
Validity:	9
Content	20
Objectivity	9
Organization	8
Teacher Support	15
TOTAL	**75**

Reading

These four tapes and 64-page books on baseball, football, basketball and prize fights provide very high interest material for reading and discussion. They are great for sports enthusiasts, especially for male new readers.

Narrated by Phil Rizzuto, Frank Gifford, Dick Vitale and Sean O'Grady, the tapes are good, well-paced, enthusiastic, and easy-to-understand. The stories can be reread or read following the use of the tapes. They are great sports stories of the 20th Century and they are excellent.

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Spotlight Series

Publisher Steck-Vaughn **1993**
Author(s) Randal C. Hill

SETTING: Class; Tutor; Self-Directed

PURPOSE:
Academic
Enrichment

COMPONENTS	PRICE
Text	
Workbook (each)	$6.12
Teacher's Guide	
Audio Tapes	

READING LEVEL: 2-4

FORMAT	LEVEL
Supplemental	ABE
	Pre-GED

SKILLS
Reading
Writing
Critical Thinking

RATING	
Objectives	11
Validity	8
Content	18
Objectivity	9
Organization	12
Teacher Support	
TOTAL	58

Reading

The Spotlight Series features six full-color magazine-type readers that contain short stories about today's celebrities: *Spotlight on Movie Stars, TV Stars, Sports Stars I and II, Music Stars and Rock Stars.*

Seemingly geared to high school students, it nevertheless is very high interest for adults. Each reader contains eight 4-page stories. There is a good variety of review activities at the end of each story: true and false questions; fill in the blanks, drawing conclusions, etc.

The glossary at the end of each book is excellent, enabling the student to review and return.

Stories of America

Publisher Steck-Vaughn **1993**
Author(s) Group

SETTING: Class; Tutor; Tutor

PURPOSE
Academic
Life Skills
Enrichment

COMPONENTS	PRICE
Readers Level 3 & 4	$4.40
Readers Level 5 & 6	$5.32
Teacher's Guide	$4.45
Audio Tapes	

READING LEVEL: 3-5

FORMAT	LEVEL
Core Series	Literacy
Supplemental	ABE
	Pre-GED

SKILLS
Reading
Critical Thinking

RATING	
Objectives	15
Validity:	7
Content	27
Objectivity	9
Organization	12
Teacher Support	14
TOTAL	84

Reading

This series of basic readers at 3-5th grade level is very nicely done. It presents 22 stories of America that provide the adult learner with representative multicultural vignettes of our national experience. The artwork is excellent and the idea that well-known authors are represented is good.

The lower level (3) might be difficult for higher level literacy students but the series has such excellent illustrations that visual cues would provide needed support. These are high interest books and they have an outstanding teacher's guide full of strategies and enrichment activities. The objectives are clearly stated and could be used to develop an individual client plan.

Timeless Tales

Publisher New Readers Press **1993**

Author(s) Retold by Tana Reiff

SETTING: Class; Tutor; Self-Directed

PURPOSE:

Academic
Family Literacy
Enrichment

COMPONENTS **PRICE**

Reader (each)	$4.25
Workbook	
Teacher's Guide	
Audio Tapes (each)	$10.50

READING LEVEL: 2-3

FORMAT **LEVEL**

Supplemental — Literacy, ABE

SKILLS

Reading

RATING

Objectives	13
Validity	9
Content	19
Objectivity	9
Organization	12
Teacher Support	14
TOTAL	**76**

Reading

Timeless Tales is a series of tall tales, fables, classic adventure and love stories that have been rewritten at a second to third grade reading level by Pennsylvania's own Tana Reiff. Accompanied by read-along tapes, they will appeal to adults reading at every level. The illustrations are excellent and the stories are truly timeless.

The introduction to each book tells what to expect. A very new reader might not be able to grasp the point without some direction from the teacher. The stories should also appeal to children, and once mastered, will make great material for parents reading to their children.

Winners Series

Publisher Steck-Vaughn **1993**

Author(s) Melissa & Henry Billings

SETTING: Class; Tutor; Self-Directed

PURPOSE

Academic
Enrichment

COMPONENTS **PRICE**

Readers (each)	$6.95
Workbook	
Teacher's Guide	
Audio Tapes	

READING LEVEL: 2-4

FORMAT **LEVEL**

Supplemental — Literacy
Reference — ABE

SKILLS

Writing — Reading

RATING

Objectives	11
Validity:	9
Content	20
Objectivity	9
Organization	15
Teacher Support	
TOTAL	**58**

Reading

The Winners Series is comprised of four two-color magazine-format readers that feature adult achievers who won Nobel Prizes and Congressional Medals of Honor, who were winners in the Olympic Games and who are honored in Halls of Fame.

An exceptional series for the adult learner, it could be used to build self-esteem as the stories are about ordinary people who accomplished extraordinary things. The review at the end of each story enables the learner to try a variety of skills and then complete an evaluation at the end of the book. This is a real winner!

Pre-GED & GED

TITLE	FORMAT	PAGE
Contemporary Foundations Series	Core Series	40
Steck-Vaughn Pre-Ged Series	Core Series	43
Threshold: Cambridge Pre-GED Series	Core Series	44
GED Essay, The	Basic Text	41
GED Math Problem Solver	Basic Text	41
Number Power Review: Whole Numbers to Algebra	Basic Text	42
Algebra Made Painless	Supplemental CAI	40
Pre-GED Exercise Book	Supplemental	43
Pre-GED 2000	Supplemental CAI	42
Writing & Reading the Essay	Supplemental	44

Social Studies

TITLE	FORMAT	PAGE
Amazing Century Series	Core Series	45
History of Multicultural America	Supplemental	45
It's Yours: The Bill of Rights	Supplemental	46
Map Skills: The U.S. & Map Skills: The World	Supplemental	46
Maps, Globes & Graphs	Supplemental	47
One People; One Constitution	Supplemental	47

Language Arts

TITLE	FORMAT	PAGE
Cambridge Writing Series	Core Series	48
Expressions and Viewpoints	Whole Language Series	50
Basics of Writing	Basic Text	48
Teaching Writing to Adults	Resource Video	52
Diascriptive Language Arts Development	Supplemental CAI	49
Easy English	Supplemental	49
Handwriting	Supplemental	50
Punctuation: Capitalization	Supplemental	51
Spelling for Job & Personal Use	Supplemental	51
Using the Dictionary	Supplemental	52

Algebra Made Painless (CAI Program)

Publisher Educational Activities, Inc. **1987**
Author(s) Jason A. Dylan

SETTING: Class; Self-Directed

PURPOSE:

Academic

COMPONENTS	PRICE
Text	
Workbooks	
Teacher's Guide	Free
Video Tapes	
6 Disks IBM/Apple	$295.00

READING LEVEL:

FORMAT	LEVEL
Supplemental	GED

SKILLS

Math

RATING	
Objectives	15
Validity	9
Content	27
Objectivity	9
Organization	12
Teacher Support	15
TOTAL	**87**

GED: Math

This 6-disk series provides interactive self-paced instruction that is the equivalent of any Algebra text. The units cover *Signed Numbers, Number Properties and Variables; One-Step Equations; Equations Requiring More Than One Operation; Linear Equations* and *Solving Algebraic Word Problems.*

Each unit provides tutorial lessons and reviews of correct answers or detailed solutions for incorrect answers. Each of the four lessons in a unit ends with a five-item quiz. The 5th lesson combines all previously studied lessons.

The menu can be set so the program need not be done sequentially but can be chosen from a menu. I would love to have it in my ABE classroom!

Foundations Series

Publisher Contemporary **1993**
Author(s) Group

SETTING: Class; Self-Directed

PURPOSE

Academic

COMPONENTS	PRICE
Text	
Workbooks (each)	$9.66
Teacher's Guide	
Audio Tape	

READING LEVEL: 4-6

FORMAT	LEVEL
Core Series	ABE
	Pre-GED

SKILLS

All GED Areas Critical Thinking

RATING	
Objectives	11
Validity:	9
Content	22
Objectivity	7
Organization	12
Teacher Support	13
TOTAL	**74**

Pre-GED Series

The *Foundations Series* takes a basic competency approach to Pre-GED instruction that integrates critical thinking, reading and writing in all content areas.

There is an excellent sequencing of topics in the *Math Workbook* with decimals presented before fractions. There is good continuity between the *Social Studies and Science Workbooks* as topic areas stress the same higher order thinking skills.

The *Reading Workbook* has an excellent presentation of poetry topics. The writing workbook contains good sample essays before the learner has to write that style of essay. All the books have Strategy boxes that restate the theories learned.

GED Essay, The

Publisher Contemporary **1993**
Author(s) Ellen Frechette

SETTING: Class

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Workbook	$7.00
	Teacher's Guide	
	Video Tapes	

READING LEVEL: 7+

FORMAT	LEVEL
Basic Text	GED

SKILLS
Writing

RATING

Objectives	13
Validity	9
Content	21
Objectivity	7
Organization	12
Teacher Support	12
TOTAL	**74**

GED: Writing

This workbook offers GED learners and instructors a very concise step-by-step procedure for writing the GED essay.

After an introduction on understanding the GED essay, there are examples of strong and weak essays, followed by activities designed to help learners to analyze a topic, and to plan, write and revise an essay.

The *Checklist For Revisions* is helpful in rewriting and editing. The book also contains a section on test-taking strategies. The unit that compares general essay topics to the more specific GED prompts is excellent.

GED Math Problem Solver

Publisher Contemporary **1992**
Author(s) Myrna Manly

SETTING: Class; Self-Directed

PURPOSE	COMPONENTS	PRICE
Academic	Text	
	Workbook	$9.66
	Teacher's Guide	$7.25
	Audio Tapes	

READING LEVEL: 7-12

FORMAT	LEVEL
Supplemental	GED

SKILLS
Math

RATING

Objectives	10
Validity:	9
Content	19
Objectivity	8
Organization	7
Teacher Support	13
TOTAL	**66**

GED Math

The GED Math Problem Solver is an excellent text that integrates algebra and geometry with basic math skills. The workbook, which can be used alone as well with teacher direction, stresses early application of math reasoning skills such as estimating, and mental arithmetic.

The teacher's guide is well-organized, with dozens of classroom activities. It is especially useful for non-math teachers who need additional guidance to blend algebra and geometry with basic math skills.

Number Power Review: Whole Numbers to Algebra

Publisher Contemporary **1993**

Author(s) Robert Mitchell

SETTING: Class; Tutor; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Workbook	$8.60
	Teacher's Guide	
	Video Tapes	

READING LEVEL: 5-7

FORMAT	LEVEL
Basic Text	ABE
	Pre-GED

SKILLS

Math

RATING

Objectives	14
Validity	9
Content	23
Objectivity	8
Organization	8
Teacher Support	10
TOTAL	72

Pre-GED Math

This comprehensive review of math principles and applications includes problem-solving strategies, estimating, and calculator skills. There is a good ordering of instructional material by introducing decimal topics before fractions.

The *Test-Readiness Checkups* found at the end of each chapter are excellent to assist teachers or tutors determine if adult learners are able to translate their skills to a test situation.

There is an answer key in the workbook and a 56-item post-test and corresponding evaluation chart for assessment of the student's mastery of the subject.

Pre-GED 2000 Program

Publisher Steck-Vaughn **1993**

Author(s) Larry Dale Hodge

SETTING: Class

PURPOSE	COMPONENTS	PRICE
Academic	Text	
	Workbook	
	Teacher's Guide	
	Audio Tape	
	1 Computer Use: IBM/Apple	$1995.00

READING LEVEL: 5-8

FORMAT	LEVEL
Core Series	Pre-GED

SKILLS

All GED Areas

RATING

Objectives	15
Validity:	8
Content	22
Objectivity	8
Organization	8
Teacher Support	12
TOTAL	73

Pre-GED: CAI Program

This CAI program serves as a self-contained companion to *Steck-Vaughn's Pre-GED Series.* Available for IBM or Apple, it builds reading and writing skills at 5-8th grade level.

Practice in reading in the subject areas of literature, social studies, and science are included in the reading component. The writing module has a separate grammar segment, and an on-screen dictionary is included.

The management component tracks learners enrollment and progress and provides control over access to testing answers. *Pre-GED 2000* is a very good program and if there is sufficient money to purchase a CAI program, this would be an excellent choice.

Pre-GED Exercise Books

Publisher Contemporary **1992**
Author(s) Group

SETTING: Class

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Workbook (each)	$6.60
	Teacher's Guide	
	Video Tapes	

READING LEVEL: 5-8

FORMAT	LEVEL
Supplemental	Pre-GED

SKILLS

All GED Areas Critical Thinking

RATING

Objectives	9
Validity	8
Content	16
Objectivity	7
Organization	8
Teacher Support	8
TOTAL	**56**

Pre-GED Series

This workbook series correlated to *Contemporary's Pre-GED Series,* offers adult learners additional practice in grammar, writing, reading, critical thinking, basic math, probem-solving and the interpretation of visual data.

The *Social Studies* and *Science Workbooks* review basic strategies for answering multiple-choice questions based on charting, graphs, and main ideas. Post-tests use multiple-choice format, but **not** GED test question format.

Reading covers inference, main idea and literature questions. *Writing Skills* provides practice in grammar skills and the *Math Workbook* presents problem-solving skills in a very simple step-by-step process.

Steck-Vaughn Pre-GED Series

Publisher Steck-Vaughn **1992**
Author(s) Group

SETTING: Class; Tutor; Self-Directed

PURPOSE	COMPONENTS	PRICE
Academic	Text	
	Workbooks (each)	$6.99
	Teacher's Guide	
	Audio Tapes	

READING LEVEL: 6-8

FORMAT	LEVEL
Core Series	Pre-GED

SKILLS

All GED Areas

RATING

Objectives	15
Validity:	8
Content	19
Objectivity	6
Organization	8
Teacher Support	11
TOTAL	**67**

Pre-GED Series

This five book series is a thorough, organized, comprehensive presentation of basic Pre-GED materials. Each of the texts on *Social Studies, Science, Literature,* and *Writing* includes activities to do prior to reading.

There is a good consistency between the workbooks. The *Math Workbook* is comprehensive and takes the student up to signed numbers. This leads to a good transition into GED math.

Threshold: Cambridge Pre-GED Series

Publisher Cambridge Adult Education **1993**

Author(s) Group

SETTING: Class

PURPOSE:

Academic

COMPONENTS	PRICE
Text	
Workbook (each)	$6.50
Teacher's Guide	
Video Tapes	

READING LEVEL: 6-8

FORMAT	LEVEL
Core Series	Pre-GED

SKILLS

All GED Areas

RATING

Objectives	14
Validity	8
Content	20
Objectivity	8
Organization	11
Teacher Support	8
TOTAL	**69**

GED Series

The Threshold Pre-GED Series has two math books: Book 1 covers whole numbers and decimals; Book 2 introduces fractions and percent

There are three reading workbooks in the content areas of literature, social studies, and science. All texts offer GED practice exercises, a pre-test and a post-test.

This series could serve as a basic text for Pre-GED/ABE classes. The sample GED questions offer excellent preparation for the GED test.

Writing & Reading the Essay

Publisher Contemporary **1993**

Author(s) Pat Fiene

SETTING: Class; Self-Directed

PURPOSE

Academic

COMPONENTS	PRICE
Text	
Workbook	$9.66
Teacher's Guide	
Audio Tape	

READING LEVEL: 6+

FORMAT	LEVEL
Basic Text	GED
Supplemental	
Reference	

SKILLS

Writing Grammar

RATING

Objectives	14
Validity:	8
Content	27
Objectivity	8
Organization	10
Teacher Support	14
TOTAL	**81**

GED : Writing

Writing and Reading the Essay is a very comprehensive tool to aid GED students to acquire basic writing skills. It accentuates essential grammar skills such as irregular verbs, adjectives, punctuation, etc.

This workbook could be used alone or with instructor direction. It could serve as a basic text or as a supplemental workbook.

Part I presents basic writing skills. Part II can be used as a grammar resource handbook as well as a language skills handbook.

Amazing Century Series

Publisher Contemporary **1992**
Author(s) Group

SETTING: Class; Tutor; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Workbook (each)	$8.45
	Teacher's Guide	$2.50
	Video Tapes	

READING LEVEL: 5-6

FORMAT	LEVEL
Core Series	Pre-GED
	GED

SKILLS

Social Studies Reading
Writing

RATING	
Objectives	14
Validity	9
Content	25
Objectivity	12
Organization	12
Teacher Support	12
TOTAL	**84**

Social Studies

This five-volume multipurpose series is truly amazing. Its high-interest stories in magazine-format read like *People Magazine*.

The Amazing Century Series can be used to teach reading or social studies and its hundreds of photos and multicultural information base makes it equally valuable in an ABE, GED, ESL or multilevel class. The *Then and Now* features which link the present with the past are an excellent framework for class discussion and group writing.

History of Multicultural America

Publisher Steck-Vaughn **1993**
Author(s) Group

SETTING: Class

PURPOSE	COMPONENTS	PRICE
Academic	Texts (each)	$5.32
Enrichment	Workbooks	
	Teacher's Guide	$4.45
	Audio Tapes	
	8 books & guide	$39.95

READING LEVEL: 7-8

FORMAT	LEVEL
Core Series	ABE
Supplemental	Pre-GED

SKILLS

Social Studies Reading

RATING	
Objectives	15
Validity:	8
Content	22
Objectivity	9
Organization	12
Teacher Support	14
TOTAL	**80**

Social Studies

This 8-volume series features the stories of immigrants, minorities, and women as they played their part in the making of our multicultural American history.

The teacher's guide is excellent. The followup activities and enrichment resources would give a creative teacher enough material for many additional multi-sensory lessons.

The books are easy to read for levels 7-8. A lively account is given of all ethnic and cultural groups in the U.S.A. The photos are interesting and help lower level readers.

By using the photos and ideas from the enrichment section of the teacher's guide to develop a curriculum, this series could be sampled in ABE and even literacy level classes.

It's Yours: The Bill of Rights

Publisher Steck-Vaughn **1993**

Author(s) Brady, Pereira and Hess

SETTING: Class; Tutor; Tutor; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Workbook	$7.20
	Teacher's Guide	$5.45
	Video Tapes	

READING LEVEL: 5-6

FORMAT	LEVEL
Supplemental	ABE
	Pre-GED
	ESL

SKILLS

Social Studies Reading

RATING	
Objectives	5
Validity	10
Content	14
Objectivity	8
Organization	9
Teacher Support	14
TOTAL	**60**

Social Studies

It's Yours: The Bill of Rights teaches individual rights and responsibilities under U.S. law. Although no goals or objectives are specifically stated, the overall presentation is good.

For ABE and Pre-GED students, and especially ESL adults at intermediate level, this workbook presents the Bill of Rights in a complete and easy-to-understand manner

Map Skills: The U.S. and Map Skills: The World

Publisher Steck Vaughn **1993**

Author(s) Elspeth Leacock

SETTING: Class; Tutor

PURPOSE	COMPONENTS	PRICE
Academic	Text	
	Workbook	$3.96
	Teacher's Guide	$3.45
	Audio Tape	

READING LEVEL: 2-4

FORMAT	LEVEL
Supplemental	ABE

SKILLS

Social Studies

RATING	
Objectives	6
Validity:	10
Content	16
Objectivity	8
Organization	10
Teacher Support	12
TOTAL	**62**

Social Studies

Both *Map Skills: The U.,S,* and *Map Skills: The World* provide simple explanations, colorful presentations and practical demonstrations of map skills. They could be used as a supplement to social studies lessons.

This is a good basic approach and moves at a nice pace for low level ABE students who have little or no map experience. (*It could be insulting to pre-GED and GED students*).

Paired together, *Map Skills: The U.S.* and *Map Skills: The World* are very easy to read and follow although there are no answers to student-assigned problems in the student books.

Maps, Globes & Graphs

Publisher Steck-Vaughn **1993**
Author(s) Henry Billings

SETTING: Class; Tutor; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Workbooks (each)	$6.60
	Teacher's Guide	
	Video Tapes	

READING LEVEL: 4-6

FORMAT	LEVEL
Supplemental	Pre-GED
	GED

SKILLS

Social Studies Science
Math

RATING	
Objectives	10
Validity	8
Content	22
Objectivity	8
Organization	8
Teacher Support	11
TOTAL	67

Social Studies

This three-book series is a very well-organized presentation of map skills and graph skills. Students have an opportunity to become active learners as they practice activities that teach basic concepts such as scale and distance, time zones, longitude and latitude.

Maps, Globes and Graphs works well with Pre-GED and GED students. It presents skills that transfer from math to science to social studies and is an excellent addition as a supplemental class resource.

One People; One Constitution

Publisher Curriculum Associates, Inc. **1991**
Author(s) Barbara Mindell & R. Lee Stayton

SETTING: Class

PURPOSE	COMPONENTS	PRICE
Academic	Texts	
	Workbook	$3.95
	Teacher's Guide	$2.95
	Audio Tapes	
		$14.90

READING LEVEL: 4

FORMAT	LEVEL
Supplemental	ABE

SKILLS

Social Studies Reading

RATING	
Objectives	11
Validity:	9
Content	18
Objectivity	9
Organization	10
Teacher Support	13
TOTAL	70

Social Studies

This is an excellent book for teaching civics to new readers. In just 32 pages it presents important information about the Declaration of Independence, the Constitutional Convention, the Preamble and Bill of Rights, and the Founder's plans for government.

One People; One Constitution is not low level reading but it is interesting and at the end of each story there are different exercises; crossword puzzles, fill-in-the-blanks, dictionary study and multiple choice. The first section of each exercise checks the comprehension; the second and third sections require higher level reading and thinking skills, such as analyzing, applying sequence, and classifying.

Basics of Writing

Publisher South-Western **1993**

Author(s) Krizan & Logan

SETTING: Class; Tutor; Self-Directed

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
Workplace	Workbook	$11.95
	Teacher's Guide	Free
	Video Tapes	

READING LEVEL:

FORMAT	LEVEL
Basic Text	Pre-GED
	GED

SKILLS

Writing Grammar

RATING	
Objectives	13
Validity	8
Content	17
Objectivity	7
Organization	9
Teacher Support	14
TOTAL	**68**

Writing

This student text includes a brief review of English grammar and usage before teaching basic writing skills. Content includes setting goals, writing to the reader, preparing outlines, composing rough copy and revising the passages.

It is as good as any other writing text. What makes it special is the teacher's guide. This includes detailed instructor guidelines and suggestions to include current relevant topics and relate writing to personal and work-related issues.

Cambridge Writing Series

Publisher Cambridge Adult Education **1991-19**

Author(s) Group

SETTING:

PURPOSE	COMPONENTS	PRICE
Academic	Text	
LifeSkills	Workbooks (each)	$6.00
	Teacher's Guide	
	Audio Tape	

READING LEVEL: 6-12

FORMAT	LEVEL
Supplemental	Pre-GED
	GED

SKILLS

Writing

RATING	
Objectives	9
Validity	8
Content	18
Objectivity	5
Organization	8
Teacher Support	8
TOTAL	**56**

Writing

While aimed at developing writing skills that will be useful in taking the GED test, these three texts offer different approaches to writing that will appeal to ABE and Pre-GED learners.

Right Track Writer (6-8 reading level) introduces writers with little or no writing experience to the writing process as a gradual approach to the GED Essay.

Telling Stories, Writing Lives (7-10 reading level) teaches the writing process and organization for different kinds of writing based on personal experience as a preparation for the GED essay.

Easy Writer (7-12 reading level) teaches the writing process with a focus on the GED essay. It includes diagnostic tests and GED model essay questions.

Diascriptive Language Arts Development

Publisher Educational Activities **1986**
Author(s) Avis Agin & Johanna Pomeroy

SETTING: Class; Self-Directed

PURPOSE:

Academic

COMPONENTS **PRICE**

Text	
Reproducible Masters	Included in Pkg.
	Free
Teacher's Guide	
7 Disks IBM/Apple	$395.00

READING LEVEL:

FORMAT	LEVEL
Supplemental	Multilevel

SKILLS

Writing	Grammar

RATING

Objectives	15
Validity	8
Content	22
Objectivity	6
Organization	11
Teacher Support	15
TOTAL	77

Writing

— A CAI PROGRAM—

This self-paced diagnostic and remedial program of basic grammar has a wide level of uses: ESL, ABE, Pre-GED. The interest level is good for adult students.

Diagnostic tests place the student at the correct level and remediation is given until a score of 70% is reached and maintained. Skills developed range from capitalization and punctuation to parts of speech and paragraph construction.

This is a good program and there will always be a need for language arts remediation in the adult education classroom.

Easy English

Publisher Crisp Publications **1993**
Author(s) Diana Bonet

SETTING: Class

PURPOSE

Academic; workplace

COMPONENTS **PRICE**

Texts	$12.95
Workbook	
Teacher's Guide	
Audio Tapes	

READING LEVEL: 6-8

FORMAT	LEVEL
Basic Text	ABE
Supplemental	Pre-GED
Reference	

SKILLS

Grammar	Usage
Spelling	

RATING

Objectives	15
Validity:	8
Content	27
Objectivity	9
Organization	12
Teacher Support	12
TOTAL	83

Writing: Grammar

This author obviously enjoys the English language! *Easy English* is written in a colorful manner.

Fundamental grammar and usage rules are presented in a clear, concise and enjoyable way. The book provides practical examples and exercises in grammar, punctuation, spelling and usage. The spelling and proper pronouns are especially well done.

This book is a must at least as a reference book. Students will like the quotes as well as the material in the practice sentences.

Expressions and Viewpoints

Publisher Contemporary **1992**

Author(s) Group

SETTING: Class

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Workbook (each)	$8.33
	Teacher's Guide	$6.25
	AudioTapes	

READING LEVEL: 4-7

FORMAT	LEVEL
Core Series	ABE
	Pre-GED

SKILLS

Critical Thinking Reading

Writing

RATING	
Objectives	
Validity	9
Content	
Objectivity	9
Organization	12
Teacher Support	15
TOTAL	

Writing

This whole-language series takes a challenging new approach to teaching reading and writing. The outstanding collection of contemporary fiction and poetry in each volume reflects the cultural and ethnic diversity of our country and our students. Adults can relate to the themes presented and draw from their own experiences to exchange ideas.

This series needs an experienced and sensitive teacher to assist learners to master the communications and thinking skills that enhance the reading and writing activities. The teacher's guide explains the whole language approach and provides detailed step-by-step lesson plans.

Handwriting

Publisher South-Western **1993**

Author(s) Renae Humburg

SETTING: Class; Tutor; Self-Directed

PURPOSE	COMPONENTS	PRICE
Academic	Text	
LifeSkills	Workbooks (each)	$4.75
	Teacher's Guide	Free
	Audio Tape	

READING LEVEL: 5-6

FORMAT	LEVEL
Basic Text	Multilevel
Supplemental	

SKILLS

Writing

RATING	
Objectives	15
Validity:	9
Content	23
Objectivity	9
Organization	12
Teacher Support	15
TOTAL	83

Writing

Although written at a 5-6 reading level, this handwriting workbook is excellent for any level of adult student since the exercises are primarily copying what is already written.

This workbook is concerned with a very elementary idea - handwriting - yet the subject is treated in a very adult way dealing with workplace issues, bank accounts, letter-writing, etc.

It is especially helpful for ESL adults. I wish I had had this workbook ten years ago when I was asked to teach a handwriting course to foreign physicians.

Punctuation; Capitalization

Publisher South-Western **1993**
Author(s) Renae Humburg

SETTING: Class; Tutor

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Workbook (each)	$6.25
	Teacher's Guide	Free
	AudioTapes	

READING LEVEL: 5-6

FORMAT	LEVEL
Basic Text	ABE

SKILLS

Writing Usage

RATING	
Objectives	15
Validity	6
Content	24
Objectivity	9
Organization	12
Teacher Support	14
TOTAL	**80**

Writing: Usage

These two texts are teacher or tutor-usable for students at a 3rd to 5th grade level. Both books use clear objectives and the content relates to real life issues.

Capitalization has large print and colorful pages. There is an excellent unit on abbreviations. Three chapters in the *Punctuation Book* are devoted to the comma. Ending marks, apostrophes, quotations and colons/semicolons are also taught.

In the *Did You Know* box activity, students have to use their punctuation skills to correct adult-oriented material. This is a high interest series with good self-checks for students and good assessment records.

Spelling for Job & Personal Use

Publisher South-Western **1992**
Author(s) Merle Wood

SETTING: Class; Tutor; Self-Directed

PURPOSE	COMPONENTS	PRICE
Academic, Work	Texts	
	Workbook	$9.50
	Teacher's Guide	Free
	Audio Tapes (3)	$236.25

READING LEVEL: 4-6

FORMAT	LEVEL
Basic Text	ABE
Supplemental	Pre-GED
Reference	

SKILLS

Spelling

RATING	
Objectives	15
Validity:	9
Content	7
Objectivity	9
Organization	10
Teacher Support	14
TOTAL	**84**

Writing: Spelling

Students completing this book should be able to spell and use 2,200 words. The material used is high-interest level for adults and the words chosen are appropriate for ABE classes. These are words adults would be called upon to use at home and on the job.

The progress checks used in addition to pre-tests and post-tests are very good. The teacher's manual would be most helpful to a beginning teacher or novice tutor. Three sets of spelling dictation tapes at grade levels 4 to 6.are available for use with the *Spelling for Job and Personal Use* workbook.

Teaching Writing to Adults (Video)

Publisher South-Western **1991**

Author(s) Dorothy Hammond

SETTING: Teacher/Tutor Resource

PURPOSE:	COMPONENTS	PRICE
Academic	Text	
	Workbook	
	Teacher's Guide	Free
	Video Tapes (3)	$256.50

READING LEVEL: NA

FORMAT	LEVEL
Reference	GED

SKILLS

Writing

RATING	
Objectives	13
Validity	8
Content	21
Objectivity	6
Organization	9
Teacher Support	12
TOTAL	**69**

Writing

This series of three videotapes providing basic instruction in writing techniques is an excellent resource for staff development with tutors and teachers.

Tape 1 provides an excellent explanation of the holistic scoring used for the GED writing test. It gives great hands-on experience and continually refers to pages in the teacher's guide. Tape 2 integrates reading and writing skills. Tape 3 provides additional teaching tips.

Using the Dictionary

Publisher South-Western **1993**

Author(s) Wood

SETTING: Class; Tutors; Independent

PURPOSE	COMPONENTS	PRICE
Academic	Text	
LifeSkills	Workbooks (each)	$6.25
	Teacher's Guide	Free
	Audio Tape	

READING LEVEL:

FORMAT	LEVEL
Supplemental	Multilevel
Reference	

SKILLS

Vocabulary Reading

Writing Grammar

RATING	
Objectives	15
Validity:	9
Content	24
Objectivity	9
Organization	12
Teacher Support	15
TOTAL	**84**

Writing: Dictionary

Using the Dictionary is recommended for all upper level reading classes and GED classes. The lower levels as well would find this material useful.

Using the dictionary is a very necessary skill, especially for students who may have memory problems. It is taught in a logical, clear and enjoyable fashion and there is an especially interesting section on word origins.

This is a good book for independent learning. Tutors would find it helpful, enjoyable and easy to work with.

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Publisher's Addresses

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N. Billerica, MA 01862-2589

Educational Activities, Inc.
1937 Grand Avenue
Baldwin, NY 11510

Educational Design, Inc.
345 Hudson Street
New York, NY 10014-4502

Merit Audio Visual
PO Box 392
New York, NY 10024

New Readers Press
PO Box 888
Syracuse, NY 13210

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